



Force Development

16 Feb 2005

STEVE CARTER
AFPC/DPKCE

CE Civilian Force Development

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- **Goal: Deliberate, connected, career-oriented development to enable the civilian element of Total Force Development to maximize their potential, achieve personal goals, and accomplish the CE mission**
- Civilian Force Development provides...
 - ***Clearly stated goals*** for development - Career Templates/Pyramid/Professional Credentials
 - ***Improved assessment*** of individuals via Career Development Plans and Force Development Panels
 - ***Connected development*** over the course of a career
 - ***Holistic leadership development*** through all levels (tactical, operational, strategic)
 - ***Compatible with Officer Force Development*** - enables Total Force Management

ERB Development Panel Guidance

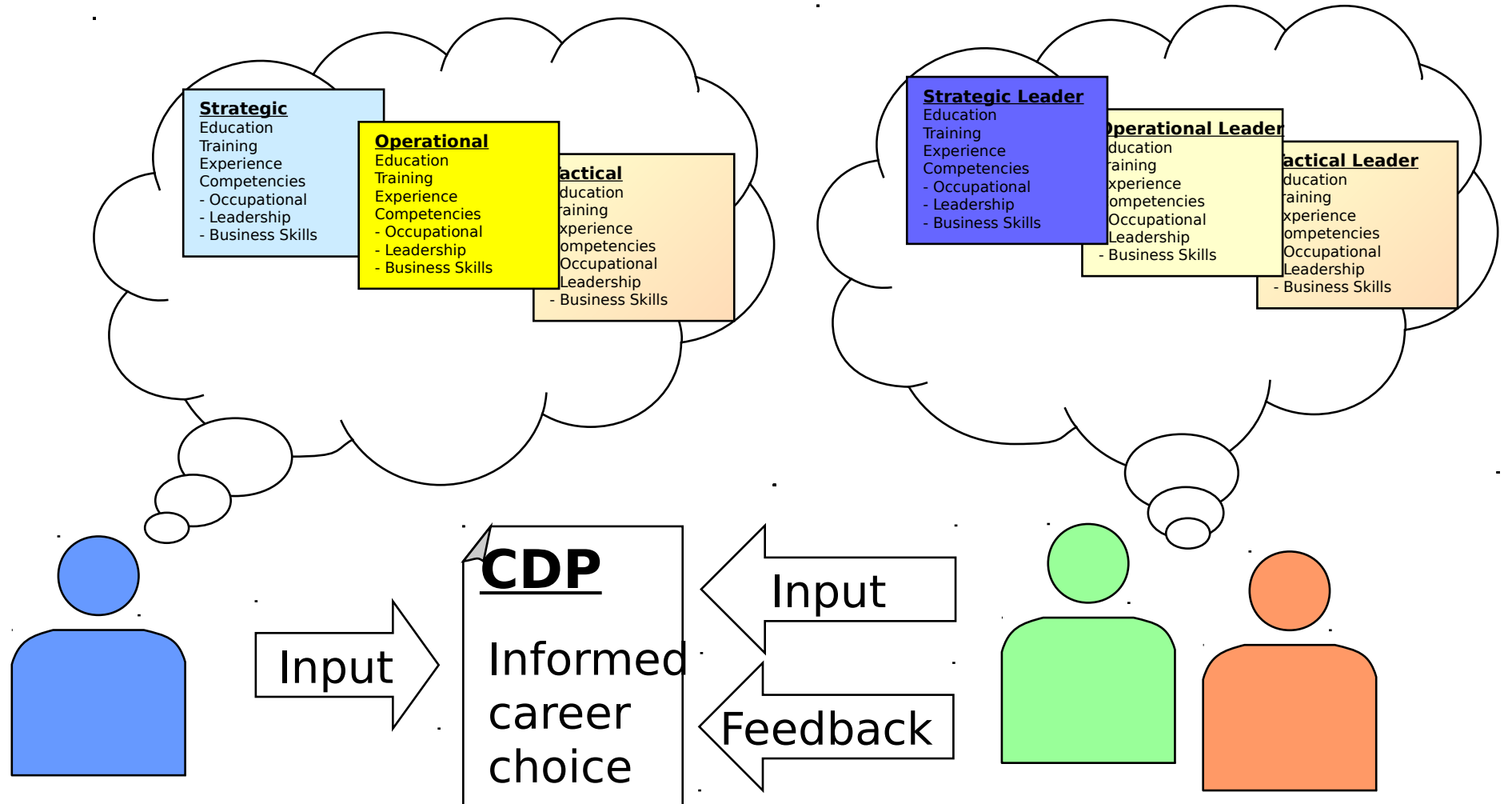
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- Focus on the “officer equivalent” first
 - “Enlisted equivalent”, general workforce to follow
- Keep sights focused on bringing civilian and military Force Development together - even if we don’t get there immediately
- Civilian Force Development needs to account for everyone (i.e. not in a career program)
- Concentrate on competencies

The Career Development Plan (CDP)

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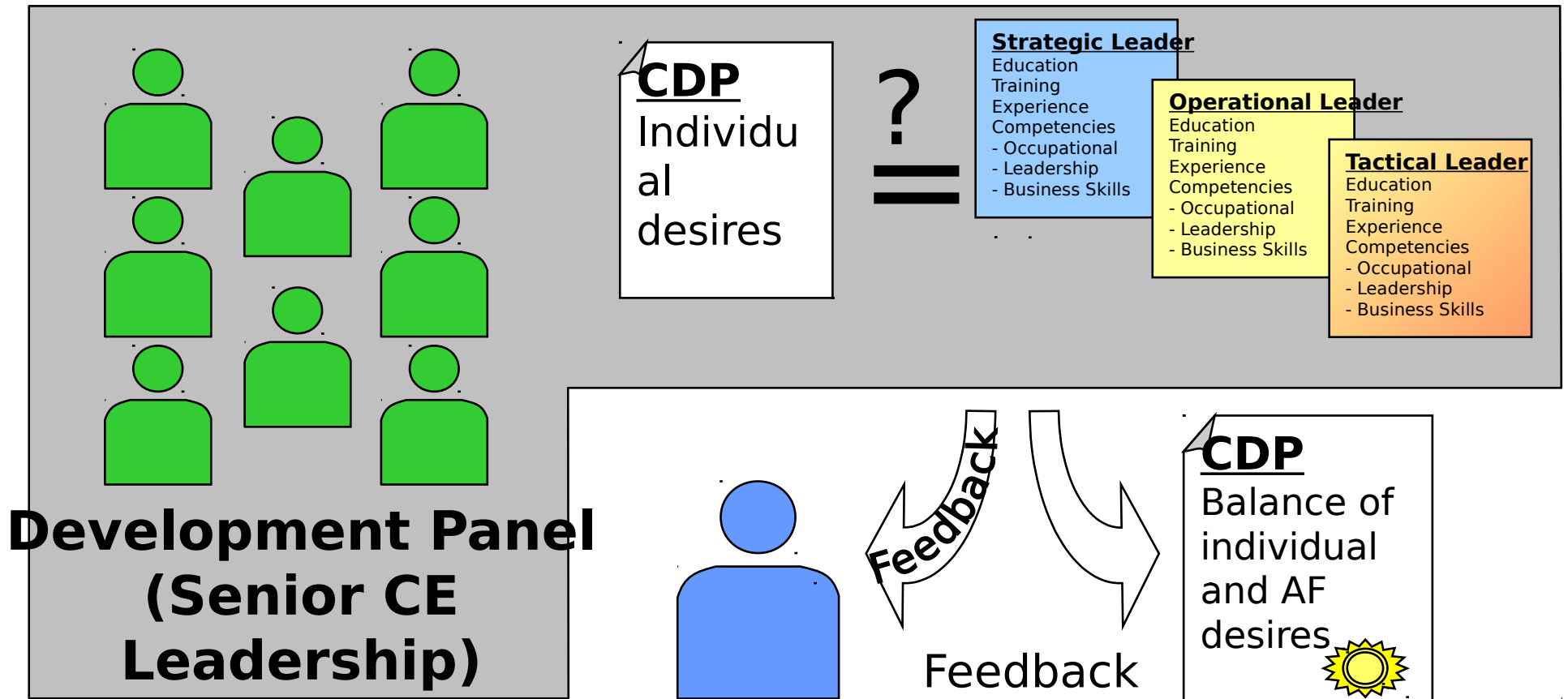


It starts with
the individual

Supervisors and mentors
get involved

The Development Team

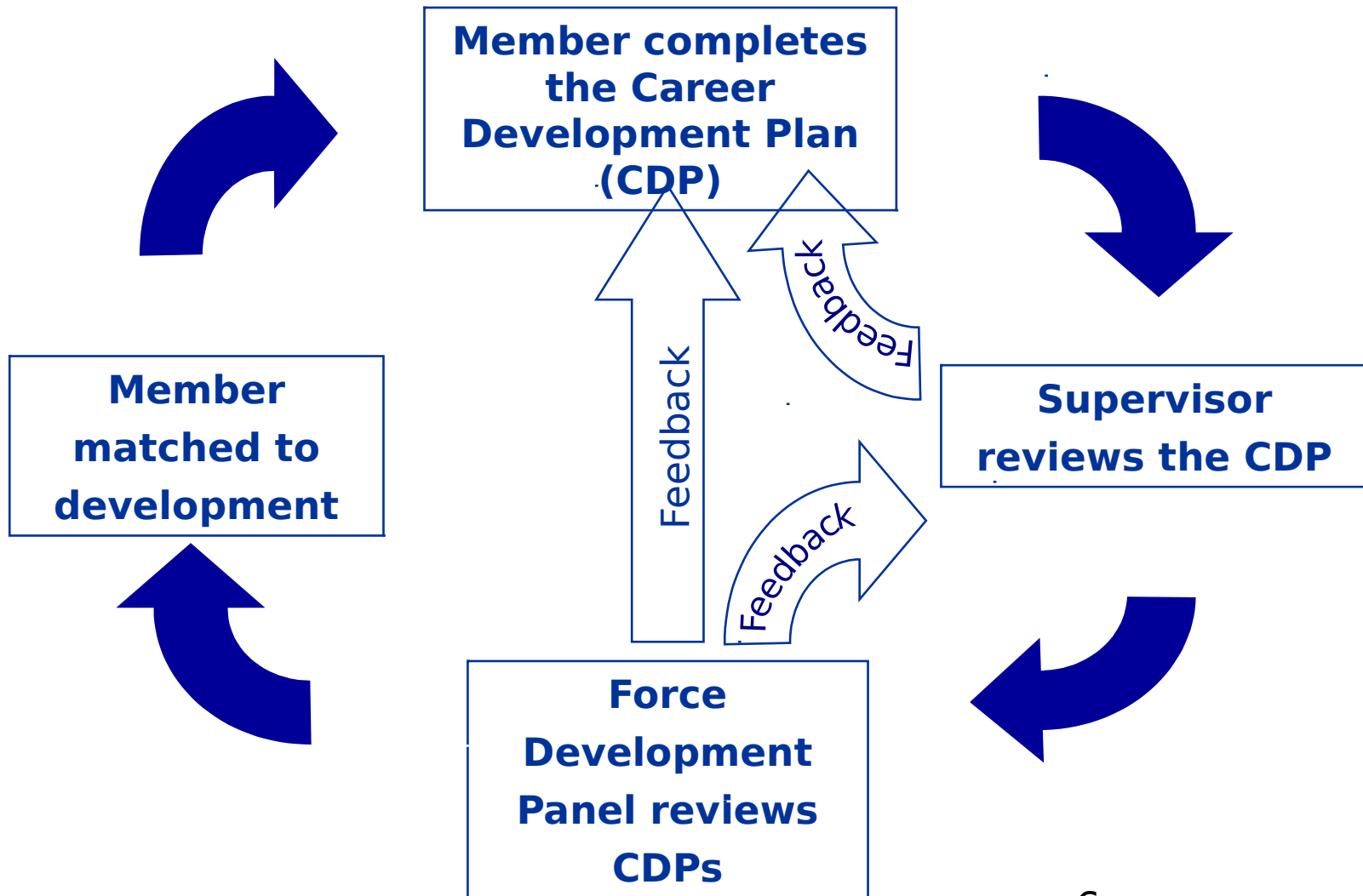
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Force Development Panel reviews/validates
Result: Feedback to individual, validated CDP

Development Team Process

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Review Process

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- Career Briefs and Career Development Planners are provided for each participant (on computer)
- Use the software to input recommendations
- Document recommendations:
 - Make notes for each employee in database
 - Be prepared to discuss your recommendations
 - Accurate feedback is essential; be patient as notes are consolidated/discussed

Selecting a Review Category

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- **Ready:** Ready now to assume greater responsibility in a more challenging position at the same grade or a grade higher than they currently hold.
- **Groom:** Demonstrated growth potential (Member would benefit by an assignment in a related specialty or different organizational level); ready now for new developmental opportunities.
- **On Track:** Complete current assignment at agreed length; but demonstrated growth potential and ready for developmental position or greater responsibility in the near future.
- **Current Assignment:** Stay in current assignment (required for specific expertise or announced retirement, etc.)

Selecting the Next Assignment

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■ Consider:

- Needs of CE
- Employee Input
- Employee Growth Potential
- Employee Mobility
- CCDP Opportunities

FY05 Timeline for GS14/15

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- 18 Feb CDP submitted to Supervisor
- 04 Mar Supv submits to Pol Coun Rep
- 18 Mar PC Rep submits to MAJCOM
- 01 Apr Due to CECFMT
- 19 Apr Development Team meets to
vector
and provide feedback
- 20 May Feedback provided by letter



Feedback Letter

Feedback Letter

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AF Civil Engineer

Career Development Planner Feedback Form

Name: Ken Jennings

GS Level: GS-13

MAJCOM: AECT

Supervisor: Alex Trebek

Review Categories:

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Feedback Letter (Cont)

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Force Development Team Comments:

Review Category: On-Track

Comments:

The Civil Engineer Civilian Development Team (CECDT) has reviewed your career development plan and career brief. You have demonstrated growth potential, and you should remain as the Shaw AFB deputy base civil engineer for the next 1-2 years. Upon completion of your current assignment you should consider applying for a MAJCOM branch chief position to provide higher-level management experience. We recommend that you pursue your master's degree in a management area vice a technical area. You should also consider applying for senior developmental education by seminar, correspondence or in-residence after completing the master's degree. We thank you for your participation in the Career Development Plan process and encourage you to continue participating in it, as well as the Executive Development Board/ECQ process.



Career Development Planner (CDP) Screenshots

Civil Engineering (CE) Career Development Planner

cdp.ebasolutions.com

Civil Engineering (CE) Career Development Planner

Log In Form	
Email:	<input type="text" value="johndoe@test.net"/>
Password:	<input type="password" value="....."/>
<input type="button" value="Log In"/>	

Don't have an account yet?

Authorized users can [register](#) now to start using the Civil Engineering (CE) Career Development Planner!

Can't remember your password? Users with an existing account can use the [password reminder](#) to have their password reset and emailed to them.

If you are experiencing any problems logging in or navigating through the system, please email the [Administrator](#) or please call DSN 665-1907 or commercial 210-565-1907.



Civil Engineering (CE) Career Development Planner

Welcome

Main Menu

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Contact Information
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Retirement/Mobility
Planning
Career Planning

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Welcome to the Civil Engineering (CE) Career Development Planner!

Begin developing your [Career Plan](#) now!

Career Plan

Developing a career plan is one of the crucial steps in defining your career path. As such, please complete all the steps and ensure your career plan is complete prior to submitting it to your supervisor.

You will be required to enter the name and email address of your immediate supervisor. Please ensure that the email address is correct. The system will use the email address you provide to email your supervisor with a temporary login name and password. The supervisor will then have 30 days to submit his comments and send your career plan on to the next stage of the approval process.

Begin developing your [Career Plan](#) now!

System Information

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Contact Information

All fields with an * symbol are required.

If you are working on a computer with JavaScript disabled, please click the **Go** button to refresh the correct duty titles.

Contact Information

Permanent Grade:*	<input type="text" value="GS14"/>	<input type="button" value="Go"/>
Current Grade:*	<input type="text" value="GS15"/>	
Duty Title:*	<input type="text" value="Deputy/Base Civil Engineer"/>	
If you selected other for Duty Title, please specify:	<input type="text"/>	
Occupational Series:*	<input type="text" value="0801 General Engineer"/>	
MAJCOM:*	<input type="text" value="AETC"/>	
Office Symbol:	<input type="text" value="CE"/>	
Commerical Phone:*	<input type="text" value="123-1234"/>	
DSN:	<input type="text"/>	
Office Address Line 1:	<input type="text" value="line1"/>	
Office Address Line 2:	<input type="text" value="line2"/>	
City or Base:	<input type="text" value="WBAFB"/>	
State:	<input type="text" value="OH"/>	
Postal Code:	<input type="text" value="12345"/>	

Occupational Series:*	0801 General Engineer
MAJCOM:*	AETC
Office Symbol:	CE
Commerical Phone:*	123-1234
DSN:	
Office Address Line 1:	line1
Office Address Line 2:	line2
City or Base:	WBAFB
State:	OH
Postal Code:	12345
Return Rights?:	<input type="checkbox"/>
Return Rights Date: If yes on Overseas Return Rights, please supply date of return (mm/dd/yyyy)	
Have you been accepted or currently active in DLAMP?:	<input type="checkbox"/>

Immediate Supervisor Information

Supervisor Name:*	james
Rank/Title:*	jjj
Email Address:*	James.McClain@RANDOLPH.AF.MIL

Update

Reset



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Retirement/Mobility Planning

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Retirement/Mobility Planning Form

When do you plan on vacating your current position (mm/dd/yyyy):*

Earliest Eligible Retirement Date (mm/dd/yyyy):*

Estimated Retirement Date (mm/dd/yyyy):*

Mobility

Are you willing to PCS now?:*

☒ Yes ☐ No

If not now, when? (mm/dd/yyyy):



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Experience Information

Please check the types and the levels of experience you have, consistent with what is contained in your C all that apply.

Type of Experience:

Experience Type

- ☐ Housing
- ☐ Fire
- ☐ Resources
- ☐ Realty
- ☐ Community Planning
- ☐ BRAC
- ☒ Deputy Base Civil Engineer
- ☐ Engineering - Programming
- ☒ Engineering - Design
- ☒ Engineering - Construction
- ☒ Engineering - O&M

- ☒ Engineering - Design
- ☒ Engineering - Construction
- ☒ Engineering - O&M
- ☐ Engineering - Readiness
- ☐ Environmental - Restoration
- ☐ Environmental - Compliance
- ☐ Environmental - NEPA (EIAP) Environmental Planning
- ☐ Environmental - Natural Resources
- ☐ Environmental - Flight Chief

Level of Experience:

Experience Level

- ☒ Base Level Experience
- ☐ Air Staff Level Experience
- ☐ MAJCOM Level Experience
- ☐ FOA Level Experience

Update

Reset



Career Planning

Please fill out each Career Plan with near, mid and long term goals. You have been given three alternative career plans to develop, please fill out at least one career plan. An optional comment box has been provided at the end of this page for any comments you may have. A description of Civilian Competitive Development Program (CCDP) opportunities can be viewed at: <http://www.afpc.randolph.af.mil/cp/dpkd/ccdp>

Career Plan 1 - 1st Choice (Required)*

Time Frame	Begin Date	End Date	Desired Position	Desired Geographic Location
Near	Begin Date: (mm/dd/yyyy) <input type="text" value="6/11/1999"/>	End Date: (mm/dd/yyyy) <input type="text" value="2/24/2005"/>	Desired Position: <input type="text" value="FOA/MAJCOM Functionalist"/> If other duty title, please specify: <input type="text"/>	Desired Location: <input type="text" value="Other"/> If other Location, please specify: <input type="text"/>
Mid	Begin Date: (mm/dd/yyyy) <input type="text" value="2/24/2005"/>	End Date: (mm/dd/yyyy) <input type="text" value="2/24/2007"/>	Desired Position: <input type="text" value="FOA Branch/Division Chief"/> If other duty title, please specify: <input type="text"/>	Desired Location: <input type="text" value="Brooks"/> If other Location, please specify: <input type="text"/>
Long	Begin Date: (mm/dd/yyyy) <input type="text" value="1/1/2008"/>	End Date: (mm/dd/yyyy) <input type="text" value="1/1/2030"/>	Desired Position: <input type="text" value="SAF Functionalist"/> If other duty title, please specify: <input type="text"/>	Desired Location: <input type="text" value="Arlington"/> If other Location, please specify: <input type="text"/>

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Mid	Begin Date: (mm/dd/yyyy) <input type="text" value="2/24/2005"/>	End Date: (mm/dd/yyyy) <input type="text" value="2/24/2007"/>	Desired Position: <input type="text" value="FOA Branch/Division Chief"/>  If other duty title, please specify: <input type="text"/>	Desired Location: <input type="text" value="Brooks"/>  If other Location, please specify: <input type="text"/>
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





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Career Planning






This form enables you to complete your career plan and then submit it to your immediate supervisor. Be

1. Click on the  icon and complete your career plan.
2. Click on the  icon to upload and include a career brief with your career plan.
3. Click on the  icon . A read-only form appears of your career plan. Review your career plan and t

Options	Career Plan Period	Status
   	2005 (GS 15s & 14s)	Not Submitted
  	2004	Closed

Legend:

Image Description

- | | |
|---|--|
|  | Clicking on the Edit image will open a form where you can edit your career plan. |
|  | Clicking on the Upload career brief image opens a form where you can include a career brief with your career plan. |
|  | Clicking on the Download career brief image retrieves the career brief you uploaded. |
|  | Clicking on the Submit for review image opens a form where you can submit your career plan to your immediate supervisor. |
|  | The Record is locked indicator shows which career plan is locked and cannot be edited. Once your career plan is reviewed by your supervisor, your career plan becomes locked. |

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